



North Carolina Department of Health and Human Services  
**Division of Budget and Analysis**

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Beverly Eaves Perdue, Governor  
Lanier M. Cansler, Secretary

James B. Slate, Jr., Director

July 13, 2011

**MEMORANDUM #2011-05**

TO: Division Directors  
Office Directors  
Budget Officers

FROM: James B. Slate, Jr.

A handwritten signature in cursive script that reads "James B. Slate, Jr.".

SUBJECT: Travel Subsistence Rate Revision Effective July 1, 2011

Effective July 1, 2011, the subsistence reimbursement will be *increased* by 3.3% for food and *decreased* by 3.0% for lodging. The new subsistence rate will be effective for both years of the 2011-13 biennium. Pursuant to G.S. 138.6(5), the Director of the Budget is required to revise subsistence payments for state employees' in-state and out-of-state travel.

The attached memorandum from Andy Willis, State Budget Director, lists the various rates of subsistence per day for travel-related expenses. A revision to the State Budget Manual will be issued to reflect this change.

	<u>In-State</u>	<u>Out-of-State</u>
Breakfast	\$ 8.00	\$ 8.00
Lunch	\$ 10.45	\$ 10.45
Dinner	\$ 17.90	\$ 20.30
Lodging (actual up to)	<u>\$ 63.90</u>	<u>\$ 75.60</u>
Total	\$100.25	\$114.35

If you have any questions regarding the new rates, please contact your Department Budget Analyst.

JBSjr:js

Attachment

cc: Lanier Cansler      Mike Watson      Maria Spaulding  
Allen Feezor      Dan Stewart      Beth Melcher  
DHHS Budget Analysts



STATE OF NORTH CAROLINA  
OFFICE OF STATE BUDGET AND MANAGEMENT

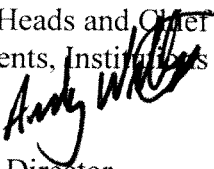
BEVERLY EAVES PERDUE  
GOVERNOR

ANDY WILLIS  
STATE BUDGET DIRECTOR

July 13, 2011

**MEMORANDUM**

TO: Department Heads and Chief Fiscal Officers  
All Departments, Institutions and Agencies

FROM: Andy Willis   
State Budget Director

SUBJECT: Travel Subsistence Rate Revision Effective July 1, 2011

Pursuant to G.S. §138-6(5), the Director of the Budget is required to revise subsistence payments for state employees' in-state and out-of-state travel. The revision is based on the percentage increase in the Consumer Price Index for All Urban Customers for the most recent 24-month period. **Effective July 1, 2011**, the subsistence reimbursement will be *increased* by 3.3% for food and *decreased* by 3.0% for lodging. The new subsistence rate will be effective for both years of the 2011-13 biennium.

The following list details the various rates of subsistence per day for travel related expenses. A revision to the *State Budget Manual* will be issued to reflect this change.

	<u>In-State</u>	<u>Out-of-State</u>
Breakfast	\$ 8.00	\$ 8.00
Lunch	\$ 10.45	\$ 10.45
Dinner	\$ 17.90	\$ 20.30
Lodging (actual, up to)	<u>\$ 63.90</u>	<u>\$ 75.60</u>
Total	\$ 100.25	\$ 114.35

If you have any specific questions regarding the new rates, please contact your budget analyst at (919) 807-4700.